Alaska Land Mobile Radio

1. Attendance Roster.

User Council Members and Alternates

P = Present	T = Via Telephone	E = Excused	U = Unexcused	N/A = Not required

Primary

T	Adams	Ocie	Mr.	SOA DOT&PF
N/A	Beals	Mark	Chief	Municipalities Central, Bear Creek Fire Service Area
U	Claar	William	Mr.	Fed Non-DOD, US Forest Service
T	Fronterhouse	Bev	Ms	Fed Non-DOD, Bureau of Land Management
U	Halden	Jordan	Mr.	SOA All Others, DNR Forestry
T	Johnson	Brad	Chief	Municipalities Northern , Fairbanks PD
T	Leveque	Matt	MAJ	SOA DPS, AST, **Chair**
N/A	Martin	Chris	Mr.	DOD USAF, Eielson AFB
P	Murphy	Peter	Mr.	Fed Non-DOD, FBI, **Vice Chair**
T	Mitchell	William	Mr.	DOD USAF, JBER
U	Sell	Kris	Lt	Municipalities Southeast, Juneau PD
T	Williams	Rick	GS-12	DOD US Army Alaska

Alternate

N/A	Arasz	Paul	Mr.	Fed Non-DOD, FBI
E	Flowers	Alvin	Mr.	Fed Non-DOD, TSA
N/A	Gibbs	David	Mr.	Municipalities Northern, Fairbanks North Star Borough Emergency Manager
T	Goggia	Tammy	Ms.	Municipalities Central, Soldotna AST Dispatch
T	Jones	Dave	Mr.	DOD USAF, Eielson AFB
N/A	Keeney	George	Chief	Municipalities Central, Valdez FD
N/A	Rollins	Kermit	TSgt	DOD USAF, JBER
U	Leggett	Ray	Chief	Municipalities Southeast, Skagway PD
N/A	Lewis	Mike	Mr.	Fed Non-DOD, US Fish & Wildlife Service
N/A	Patz	Greg	Mr.	SOA DOT
	VACANT			SOA All Others
	VACANT			DOD US Army Alaska
	VACANT			SOA DPS, AST

Other Attendees

P	Borg	Casey	Mr.	System Manager
P	Brandt	Tim	Mr.	Motorola™ Solutions
P	Jackson	Alan	Mr.	Motorola™ Solutions
T	Kindelberger	Ron	Mr.	USARAK
T	Kohler	Jim	Mr.	ETS Special Projects Administrator
P	Leber	Rich	Mr.	Tech Advisor
P	Richter	Bruce	Mr.	Region 10 DHS Rep
T	Shafer	Sherry	Ms.	Operations Document Specialist
P	Smith	Del	Mr.	Operations Manager

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P	Strid	Dean	Mr.	ETS
T	White	Sharon	Ms.	ETS
P	Woodall	Tim	Mr.	DOD QA/QC

2. Meeting Minutes and Action Items.

Agenda Item / Topic	Discussion	Action Items
Called to Order	Mr. Pete Murphy called the meeting to order at 1:32 p.m.	
Roll Call	Roll call was taken and a quorum of User Council (UC) members was in attendance.	
Previous Meeting Minutes Approval	The minutes from the May meeting were reviewed. Pete asked the council if there were any corrections. Hearing none, he requested a motion of approval. **Motion: Accept the May 1, 2013 meeting minutes, as written.** **Motion: Ms. Bev Fronterhouse** **Second: Major Matt Leveque** There were no objections. **The motion passed.**	
Review of I&R Log	**Active Issues**	
	Item #57 – This item remains open due to the fact the SOA-DPS alternate, SOA-All Others alternate, and USARAK alternate positions are still vacant.	
	Pending Issues	
	There were no pending issues.	
	Issues Closed at, or since, last meeting	
	There were no issues closed.	
New Business		
Motorola™ End-of-Life and System Upgrade Assistance (SUA) Briefing	**NOTE:** A portion of New Business was addressed first so the guest presenters would not have to remain through the entire meeting. Mr. Tim Brandt and Mr. Alan Jackson, Motorola™ Solutions, gave a presentation regarding System lifecycle sustainment. The briefing touched on areas of lifecycle planning and beyond, support and maintenance, expansion and enhancement, security and information assurance, and technology refresh. One of the key points provided a timeline of some of the major System equipment, when support will cease and also when spares are no longer expected to be available.	
Review of Action Items from Previous Meeting	There were two Action Items from the May 1 meeting and both were closed. 1. Mr. Ocie Adams, DOT, to provide the traffic counts for those areas underserved by ALMR coverage, per discussion.	

	Provided to OMO, who distributed to the entire council. (**CLOSED, May 3**) 2. Mr. William "Mitch" Mitchell, JBER, to research large number of talkgroups added for recent exercise which contributed to excessive busies at the R1 North site. (**CLOSED, May 3**)	
Operations Management Office (OMO) Update	**Mr. Del Smith, Operations Manager**	**Action Items Assigned**
Clear Site	1. Mr. Del Smith briefed the council that the Clear site had been turned off for over a month now, but busies have not been extensive at the Nenana site. Del advised sometime during June the equipment would be removed and then moved to the Birch Hill site to upgrade it to the 7.13 platform. Del stated the intent is to eventually transfer it to the State of Alaska (SOA). Mr. Tim Woodall interjected that he had spoken with Mr. Dean Strid, SOA Frequency Manager, and that the equipment might be moved to the Nenana site. He advised the reason for this consideration is the Nenana site has unique frequencies that could be utilized in either Zone 1 or Zone 2 without conflicts. Therefore, it would be more beneficial to install the Clear site equipment at Nenana and utilize the Nenana equipment to improve coverage elsewhere.	
7.13 System Migration	2. Del briefed the council that the upgrades to the Gold Elite consoles at dispatch centers in Fairbanks would begin on Monday. He stated he would be calling each dispatch center prior to Motorola™ beginning work to ensure there were no on-going contingencies. Del advised the work should be of short duration and that Motorola™ would only be taking down one console at a time. He advised the council members that he and Motorola™ had also previously met with the dispatchers and discussed the impact timeline (ITL) and answered their questions regarding the cutover from August 5 - 10. He briefed the cutover should take approximately 15 minutes for each site.	
FY15 Operations Management Office/System Management Office Budget	3. Del briefed the council that the Operations Management Office (OMO) had prepared the draft FY15 OMO/System Management Office (SMO) Budget and would be providing it after the meeting once the last figures regarding the SMO contracts were received.	1. OMO to distributed copy of the draft FY15 OMO/SMO Budget to the User Council to review prior to the July meeting.

	Del advised the council that he needed them to look at it prior to the July meeting and be prepared to vote on its approval. He stated it was imperative that they vote at the July meeting because the budget must be presented to the Executive Council (EC) early enough for them to be prepared to vote on it at the August EC meeting. Del also advised the council they must determine whether they wanted to add the System Upgrade Assistance II (SUA II) costs into the mix.	
FY14 OMO Contract	4. Del briefed that the request for proposal (RFP) for the new OMO contract would close on June 7.	
Document Reviews	5. Del advised the council the OMO had reviewed and approved the Technology Policy and Procedure 300-3 with only minor administrative changes. He offered them an opportunity to see the changes, should they desire to do so.	
May System Metrics	6. Del briefed the council regarding the May System metrics. He stated there were no surprises and busies had dropped back down from last month's spike.	
System Management Office (SMO) Update	**Mr. Casey Borg, System Manager**	**Action Items Assigned**
	Mr. Casey Borg stated he did not have any new items to present. He advised the council the two main issues for the SMO at this time were the removal of the Clear equipment and the System migration.	
DOD Update	**Mr. Tim Woodall, ALMR DOD Representative**	**Action Items Assigned**
	Mr. Tim Woodall stated he had no new items to present to the council.	
SOA Update	**Mr. Jim Kohler, SOA**	**Action Items Assigned**
	Ms. Sharon White stated she was representing SOA on behalf of Mr. Adam Paulick for this meeting. She advised that Donnelly Dome should be up and running by the end of the month. Sharon also stated that the equipment for the new channel at Peger Road was ready to go. Casey advised that they were waiting until the migration upgrade was complete before installing the new channel.	
Old Business		
	There were no items.	
New Business (continued)		**Action Items Assigned**
SUA II	Mr. Tim Woodall expressed to the council members the importance of making a decision on whether to request funding for SUA II in the next fiscal year budget. He stated it made more sense, from a contractual approach to keep the	

System software current because it was easier to get operations and maintenance (O&M) funds versus capital funds and that with the contract process he needed to begin almost immediately. Tim advised the council he had suggested to Motorola™ that they include the cost of the replacement of the major components hitting end-of-life within the SUA costs.

Tim also advised the council that by keeping the System current over its lifecycle, there was a projected 18 - 22 percent cost savings. He stated with the current migration, ALMR had basically gotten the 7.11 upgrade at no cost.

Pete stated it was logically less expensive to keep it current and that made more sense.

Mr. Bruce Richter interjected, from what he understood, the first equipment to hit its end-of-life was not owned by the Federal agencies or the State.

Deputy Chief Brad Johnson stated the City of Fairbanks had been setting aside Capital project money in anticipation to replace their Gold Elites with MCC7500s in the next two years. He agreed if the funders could afford to do so, it was cheaper to fund the equipment within the update costs.

Pete agreed this would bring stability to the System upgrades.

Tim advised that the Defense Information Assurance Certification and Accreditation had to be updated every five years due to the systems being targeted by hostile entities. He said this had to be addressed from a lifecycle standpoint or a capital investment within lifecycle planning.

Del advised the council the cost was included in last year's OMO/SMO Budget, but would need to be added to this year's projections.

Tim advised the council they either needed to address the SUA via annual cost approach or every five years as a capital approach and he was looking for a recommendation from the material owners.

Pete stated he thought it was smarter to fund it annually.

Brad offered the following motion.

Motion: Pursue any, and all, future System upgrades through SUA contract versus a Capital funding approach.

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	Motion: Brad **Second: Major Matt Leveque** There were no objections. **The motion passed.**	
Next meeting		
	Pete announced the next two regularly scheduled meetings were July 3 and August 7. There was discussion on whether slip the July meeting by one week but this created a conflict for several members. The decision was to hold the July meeting, as scheduled.	
Adjourn		
	Pete asked the council members if there were any other items for discussion. Hearing none, he requested a motion to adjourn the meeting. **Motion: Matt** **Second: Mr. Ocie Adams** The meeting adjourned at 3:09 p.m.	